Southern California Association of Governments
Supplemental Questionnaire for
LEAD REGIONAL PLANNER #239
Open Until Filled First Review of Applications: Friday, February 18, 2005

INSTRUCTIONS TO APPLICANTS: This questionnaire is a part of the selection procedure that will help us in evaluating your experience as it relates to the job. Only those applicants who have the most appropriate qualifications will be invited to participate further in the selection process. The following questions must be addressed and submitted with your application and resume to be considered for the position. You may attach up to three additional sheets if necessary. Submitted materials will not be returned.

Please describe your experience in any or all of the following areas. <u>Include your job title, your specific role, the length of time you performed the work and the name of your employer</u>.

1. Project Management and Supervision – Specify number and title of positions supervised and indicate the level of your supervisory authority (i.e. review and assign work, train, complete performance evaluations)

2. Complex data gathering, processing and programming for data analysis at various geographical levels using programming languages such as SAS.

3. Performing monitoring and assessment regarding planning issues areas such as transportation, land use, housing, community development, goods movement, socioeconomic or environmental.

4. Performing project management planning and control, including project plan, scope of work, annual work plan, project summary reports, progress reports, technical study and project milestone schedules, cost forecasts, variances, and closeout procedures.

5. Working with elected officials, policy committees, technical advisory groups.

6. Working with databases and GIS on planning analysis projects.

CERTIFICATION

I certify that the information presented in my application materials is true to the best of my knowledge. I understand that any false information may affect my getting or keeping this position.

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Applicant's Signature   Date